



Applicants are considered for employment based on qualifications, without regard to race, color, religion, sex, national origin, age, marital status, veteran status, or disability.

Your application will remain active for six months from submission date

Thank you for your interest in von Drehle Corporation. Please read the following instructions carefully *before* completing the Application.

APPLICATION INSTRUCTIONS

STEP 1. "Save As" & Rename this application

- Go under "File" and click on "Save As"
- Rename the Application using "HR", then your last name, underscore, first name (example: HRsmith_john.pdf)
- Save as a PDF file

STEP 2. Complete your Application

- Fill in the necessary fields - some fields are required.
NOTE - The Social Security Number field is intentionally left blank for your security

STEP 3. Save your Application

- After completing your Application, go under "File" and click on "Save"

SUBMITTING YOUR APPLICATION

You may submit your Application via the following methods:

1. Fax your Application

- Print your completed Application and fax to: 828-322-8075

2. Mail your Application

- Print your completed Application and mail to:
von Drehle Corporation - Attn. Human Resources
612 Third Avenue NE, Hickory, North Carolina 28601-5164

3. Email your Application

- After completing your Application, save the document again, then click on the "Click to Submit" button on Page 3. This will automatically open your email browser and attach your Application. Attach your resume or other documents as needed.



Quality Towel & Tissue Products
Since 1974

VONDREHLE CORPORATION

APPLICATION FOR EMPLOYMENT

- An Equal Opportunity Employer -

"Integrity is our greatest asset"

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(This application will remain active for six months from submission date.)

Date (mm/dd/yyyy): _____

PERSONAL INFORMATION

Social Security Number: _____

Name: _____
Last First Middle

Address: _____
Street

City State Zip

Home Phone: _____ Cell Phone: _____ Email: _____

EMPLOYMENT DESIRED

Position Applied For: _____ Location: _____

Salary Expected: _____ Are you 18 years or older? YES NO

Are you legally authorized for employment in the United States? YES NO

Do you have any relatives or friends who work for von Drehle? YES NO

If yes, give name and work location: _____

Have you been previously employed by von Drehle before? YES NO

If yes, when and where: _____

Have you been convicted of a felony or misdemeanor within the last seven years? YES NO

If yes, explain: _____

Work Availability: Days Nights Weekends

Hours of work: 1st Shift 2nd Shift 3rd Shift

When are you available to begin work? _____

Have you ever been discharged from employment or asked to resign? YES NO

If yes, explain: _____

How did you learn about this position? _____

PREVIOUS EMPLOYERS

(Begin with your most recent or current employer)

Company Name: _____
 Address: _____ Phone: _____
 Begin Date: _____ End Date: _____ Job Title: _____
 Starting Salary: _____ End Salary: _____ May we contact? YES NO
 Supervisor Name: _____ Supervisor Title: _____
 Job Duties: _____

 Reason for leaving: _____

Company Name: _____
 Address: _____ Phone: _____
 Begin Date: _____ End Date: _____ Job Title: _____
 Starting Salary: _____ End Salary: _____ May we contact? YES NO
 Supervisor Name: _____ Supervisor Title: _____
 Job Duties: _____

 Reason for leaving: _____

Company Name: _____
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 Reason for leaving: _____

- Attach additional sheets if necessary -

ADDITIONAL EXPERIENCE OR QUALIFICATIONS

List any other experience, skills, or other qualifications which you believe should be considered in evaluating your qualifications for employment: _____

EDUCATION

	Name and Address	Course or Degree	Years Attended	Graduate?	
				YES	NO
High School:	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
College:	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
College:	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Vocational:	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Other:	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

SERVICE RECORD

Branch of Service: _____ Rank: _____
 Discharge Date: _____ Type of Discharge: _____

ATTENDANCE & PUNCTUALITY

Consistent attendance and punctuality are essential requirements of every job with von Drehle. Can you meet these requirements if you were offered a job? _____

PERSONAL OR BUSINESS REFERENCES

- Do not include relatives or former supervisors -

Name	Address	Telephone	Business/Title
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I certify that all answers given by me are true, accurate and complete. I understand that the falsification, misrepresentation or omission of fact on this application, will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered. I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information and I also release the employer from all liability that might result from making an investigation. If hired, I agree to abide by all of the company rules and regulations, and understand that, if employed, my employment may be terminated with or without cause, and with or without notice, at any time, at the option of the company or me. I further understand that no representative of the company has the authority to enter into any agreement for employment for any specified period of time or to make a change in any policy, procedure, benefit or term or condition of employment other than a document signed by the Chairman or President. I acknowledge that I have read and understand the above statements and grant permission to confirm information supplied on this application by me.

Applicant's Signature

Date (mm/dd/yyyy)

